

Board of Selectmen
Minutes September 11, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Ken Christiansen
Michael Hubbard

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Overtime was 0.25 hours in the police department this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Building Inspector Gil Tuck had no building permits to be signed this week.

Bryan made a motion, 2nd by Byrne to approve the public minutes of 09/04/12. All were in favor.

The board signed a letter of authorization for data release for the UNH T2 Mosaic Parcel Mapping Project.

Bryan made a motion, 2nd by Hubbard to sign a letter to Fidelity Investments updating the current Trustees of the Trust Funds who are authorized agents. All were in favor.

Bryan made a motion, 2nd by Byrne to sign a land use change tax warrant for 7 Sherry Circle as it no longer meets the 10 acre minimum requirement. All were in favor.

Bryan made a motion, 2nd by Hubbard to sign a letter to Pauline Noyes regarding the parking on Smith Road. All were in favor.

In the past Chief Lemoine has been paid his monthly stipend and then an hourly wage for work performed over and above his typical schedule. He will begin his leadership classes in September, which will be an extra 16 hours per month for the next three months. Lemoine has requested that the wages earned for the class time hours be held until a later time because he is limited to the amount of income he can make. Christiansen said this would be a good opportunity for the board to show a good faith effort and do this for the chief. Artimovich agreed, but asked Clement to look into DOL to make sure the town would not violate any labor laws by doing this. Clement will look into this and the board will continue the discussion next week.

The fire station needs a new copier. Clement said they have received a proposal from Seacoast Business Machines (SMB) for 63 months at \$100 per month. They will waive the first 3 months and Lemoine will budget for the \$1200 in 2013 if the board approves. This fee covers maintenance, service, and toner (everything but the paper). Clement said they currently pay \$150 per quarter for the lease and \$490 a quarter for maintenance for the copier at the town office so this lease option is competitive. She has also followed up with other towns using SBM for their leases and they have

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all been satisfied with the pricing and services received. Artimovich made a motion, 2nd by Bryan to lease a new copier for the fire station through SBM. All were in favor.

Clement had an invoice for Hoyle Tanner for design fees and an invoice for recording fees at the registry. Bryan made a motion, 2nd by Byrne to pay these invoices out of the capital reserve fund for bridge repair as they are for services related to the Crawley Falls Bridge. All were in favor.

Clement said she received an evaluation from Dr. Reiner on Zee's place. She has a call into Beverly Drouin, the health officer liaison with NH DHHS to get the proper protocols to proceed.

The homeowner at 39 Haigh Road has requested a "Blind Drive" sign be installed by her driveway. Artimovich asked Clement to look into the RSA that governs that.

A motion was made by Hubbard, 2nd by Byrne to go into nonpublic sessions per RSA 91-A:3, II(d) to discuss legal matters.

Following discussion, Artimovich made a motion to come out of non-public and seal the minutes. Byrne 2nd the motion; all were in favor.

Byrne suggested putting something together to honor Mr. Kennedy for his 33 years of service to the town. Hubbard made a motion, 2nd by Bryan to name the next new road in a residential development Kennedy Circle. All were in favor. Clement will contact the highway department to get the signs made to present to Kennedy at the next planning board meeting.

Artimovich asked Clement to draft a separate letter of appreciation to Kennedy from the Board.

Christiansen has been meeting with Chief Lemoine on Mondays and said the chief has been very accommodating. Christiansen said Lemoine mentioned a Boy Scout troop meeting at the station on Thursday nights. Artimovich asked if there was going to be a firefighter present; Christiansen said yes, Brenda Knight is the troop leader.

Christiansen said the service at the fire station in honor of 9/11 was very nice and there was a good turnout.

Hubbard said a resident asked him if voting hours could be changed and the polls open at 7am to accommodate people on their way to work. Christiansen said there is an RSA that governs voting hours and it would need to be voted on at town meeting. Byrne said that they could vote absentee; and Artimovich added that we should do a better job on the website publicizing absentee ballots.

Maureen Menter also asked Hubbard if the American Flags could be kept up through Veterans' Day. Artimovich said the board puts them up and takes them down to help the flags last longer, but even a good quality flag will only last 2-3 years. He suggested next year a "sponsor a flag" fundraiser where residents could donate money to sponsor a flag to help offset some of the replacement costs and would also enable the town to keep the flags up year round. Sponsors could be recognized in the town report.

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Byrne suggested a “show me your colors” fundraiser to sell flags for residents to put on their mailboxes; half the money could be to pay for the flags and the other half could be donated for the Fourth of July Fireworks as a fundraiser for the 4th of July Committee.

Bryan suggested drafting an RFP for an engineering firm to survey, design the layout and specifications for the new highway buildings. He said this could also include building envelopes for a recycling center down the road. He estimates these fees to be about \$15000. Bryan made a motion, 2nd by Artimovich to draft the RFP. All were in favor.

Hubbard mentioned the proposed workforce housing development on South Road. He said there were 30-40 residents at the last planning board meeting in opposition of this development. The developer needed waivers to get his conditional approvals and from Hubbard’s perspective it looks like it’s going to happen.

Christiansen brought up the amount of building permits that remain outstanding and suggested an application fee. Bryan said they should leave a check in proportion to the dollar amount estimated for the cost of construction listed at the bottom of the application. Hubbard made a motion, 2nd by Christiansen to impose the application fee and invoice the outstanding permits due within 10 days or they will be charged 3X the permit fee. All were in favor.

Clement asked if the board wanted to entertain an extension with Northside Carting or wait for the bids to be opened. Artimovich said the RFP was already published. Clement said it stated that any or all bids could be rejected in the best interest of the town. Bryan said the proposal was locking in our current rate through 2015. Clement said traditionally they have seen 4% increases annually, and the proposed rate would save the town about \$40,000 over the contract period. Bryan made a motion, 2nd by Hubbard to sign an extension with Northside Carting through 6/30/15. All were in favor.

Motion to adjourn at 7:30 pm made by Christiansen, 2nd by Hubbard; all were in favor.

Respectfully submitted,

Karen Clement

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		WEEKLY TREASURER'S REPORT			
Date:	September 11, 2012				
Citizens General Fund:					
	Previous Balance:		10,172.31		
	Deposits:		96,222.74		
	Payroll:		12,222.18	DD: 6715.02	CK: 5507.16
	FICA:		2,881.92		
	A/P: Regular		213,595.52	Swasey: \$170,000	
	voided check				
	to Impact Fees				
	From MMA		135,000.00		
	TO MMA				
	Account Balance:		12,695.43		
	Interest Earned YTD:		66.21		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		2,150,742.16		
	Total Invested Funds:		2,150,742.16		
	Interest Earned YTD:		636.04		